

EXHIBITION HANDLING & FREIGHT ORDER FORM

EXHIBITOR NAME <input type="text"/> HALL & STAND NUMBER <input type="text"/>	DATE & TIME GOODS ARRIVING TO STAND <input type="text"/> DATE & TIME GOODS COLLECTED FROM STAND <input type="text"/>
---	---

Number and Type of Packaging	Description of goods	Gross weight (kg)	Dimensions (cm)		
			L	W	H

We require the following services: (tick as required)		We require a no obligation quotation:	
<input type="checkbox"/>	Transport from your premises to site	<input type="checkbox"/>	Transportation
<input type="checkbox"/>	Return transport from site to your premises <i>(kerbside service)</i>	<input type="checkbox"/>	Transit insurance (please provide details)
<input type="checkbox"/>	Unloading from vehicle direct to stand **		£ 15.00 per CBM (min. £60.00)
<input type="checkbox"/>	Reloading direct from stand to vehicle **		£ 15.00 per CBM (min. £60.00)
<input type="checkbox"/>	Pre Show Warehouse handling & Transfer to Site		£25.00 per CBM (min. £100.00)
<input type="checkbox"/>	Post Show Warehouse handling & Transfer to Site		£25.00 per CBM (min. £100.00)
<input type="checkbox"/>	Empty case storage – during show days		£ 30.00 per CBM (min. £ 90.00)

ORDER DEADLINE – Friday 13th February. Orders received after this date will be subject to a 25% Late Surcharge Agency Fee - £35.00 (Applicable to all orders)

** Subject to 50% overtime surcharge outside of normal working hours which are:
Monday-Friday, 0800-1800hrs

Company name		Email Address	
Address (invoice)		Card Payment* <i>Please provide contact name / details to obtain card payment information</i>	
VAT Number		Name (please print)	
Company Registration Number		Signed	
Telephone Number		Fax Number	

PLEASE SIGN TO CONFIRM ORDER AND PROVIDE PAYMENT DETAILS ABOVE
If no credit terms are in place then all payments must be received prior to delivery to stand

All prices are exclusive of VAT

IMPORTANT: All business is undertaken subject to the current editions of our standard trading conditions, which are UKWA (warehousing) and BIFA (all other business). Copies available upon request